

Process Completed \_\_\_\_\_ File Number 2019029**Rutherford County Public Records / Information Request Form**

* First Name	* Last Name	Date
Beryl	Lipton	05/22/2019

Format: MM/DD/YYYY

**Address**

MuckRock News, Dept MR 73880, 411A Highland Ave.

City	State	Zip
Somerville	MA	62144-2516

Phone	Fax Number
Ex. (123) 456-7890	Ex. (123) 456-7890

**Email Address**

73880-3698591@requests.muckrock.com

**Description of public records / information request (Please be as specific as possible)**

Request the following records: contracts and invoices related to the use of communication services at any and all correctional or detention facility locations under the jurisdiction of this agency. This may encompass money transfer, commissary transactions, telecommunications, email, kiosk, video visitation, and mobile tablet service.

See the attached email for more information regarding the relevant materials requested.

*You will be contacted when the information is available for you to review along with instructions as to location of the information. If a cost is associated with the request, you will be notified prior to any charges being incurred. Standard copies are \$0.15 per impression with non-standard copies at county's cost. Data processing surcharges will be collected, if incurred.*

**\*\*FOR OFFICE USE ONLY\*\***

Assigned File Number 5/24/19  
Recorded/Tracking 5/24/19  
Submitted to Dept. 5/24/19  
Letter of Receipt Sent 5/24/19  
Letter of Completion Sent \_\_\_\_\_  
Fee: Y \_\_\_ N \_\_\_ # of Pages \_\_\_\_\_ Amount Due \_\_\_\_\_  
Fee Received \_\_\_\_\_  
Record/Information Released \_\_\_\_\_

Rutherford County Sheriff  
North Carolina Public Records Law Office  
198 North Washington Street  
Rutherfordton, NC 28139

May 22, 2019

To Whom It May Concern:

Pursuant to the North Carolina Public Records Law, I hereby request the following records:

Contracts and invoices related to the use of communication services at any and all correctional or detention facility locations under the jurisdiction of this agency. This may encompass money transfer, commissary transactions, telecommunication, email, kiosk, video visitation, and mobile tablet services.

Please provide the following relevant materials.

1. Procurement: Any and all open or active Requests for Proposal or similar solicitations regarding the provision, installation, maintenance, or use of communication services (including those related to money transfer, telecommunication, email, kiosk, video visitation, and mobile tablet services). If available or applicable, please provide equivalent materials for video conferencing equipment and other electronic communication and telecommunication services.

2: Contracts and agreements: Any and all active contracts regarding the provision, installation, maintenance, financial requirements, associated commissions, or use of communication services (including money transfer, telecommunication, email, kiosk, video visitation, and mobile tablet services). Please include all associated supplemental materials, including any and all attachments, amendments, and exhibits. Please provide any other materials regarding the terms of service, including the term and expiration date of the current contract, as well as any optional contract extensions. Please include the name of the current telecommunication provider, as well as the services currently being provided pursuant to the agreement. Relevant companies include, but are not limited to, CenturyLink, City Tele Coin, ICSolutions, JPay, and Securus Technologies.

3: Finance records: Any and all financial reports, commission reports, revenue reports, and invoices related to the provision, installation, maintenance, or use of communication services (including money transfer, telecommunication, email, kiosk, video visitation, and mobile tablet services). Please include all usage and fee reports, providing as much segregable data as possible, including, but not limited to, the rate at which the funds were generated, the revenue generated for each service, the timeframe during which the funds were generated, the nature of the communication's payment (collect, prepaid, inmate account), etc. If available, please also provide equivalent materials for video conferencing equipment and other electronic communication and telecommunication services.

4: Policies: Any and all policies related to the use of telecommunication services or any other services provided by companies relevant to parts 1, 2, and/or 3 of this request. Please include all policies regarding the appropriate manner in which inmates may use these services, including those related to the transfer of funds for costs related to these services and restrictions on or requirements for use of these services. If any responsive policies have gone into effect since January 1, 2016, please provide notes and communications regarding this policy change or adjustment.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Thank you in advance for your anticipated cooperation in this matter. I look forward to receiving your response to this request within 10 business days.

Sincerely,

Beryl Lipton

Filed via MuckRock.com

E-mail (Preferred): 73880-36985910@requests.muckrock.com

For mailed responses, please address (see note):

MuckRock News

DEPT MR 73880

411A Highland Ave

Somerville, MA 02144-2516

PLEASE NOTE: This request was filed by a MuckRock staff reporter. Also note that improperly addressed (i.e., with the requester's name rather than "MuckRock News" and the department number) requests might be returned as undeliverable.